

LETCHWORTH EDUCATIONAL SETTLEMENT

TRUSTEES REPORT AND EXAMINED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2021

Registered Charity in England and Wales: 311085



LETCHWORTH EDUCATIONAL SETTLEMENT

CONTENTS	Page
General information	3
Trustees' report	4-9
Independent examiner's report	10
Statement of financial activities	11
Balance sheet	12
Notes to the accounts	13-19

LETCHWORTH EDUCATIONAL SETTLEMENT

REFERENCE AND ADMINISTRATIVE DETAILS

Charity name	Letchworth Educational Settlement Also known as the Settlement
Charity number	311085
Governing instrument	Amended Constitution adopted 27 November 2017
<u>Management Committee</u>	
Chair	Hilary Kemp
Secretary	Marian Adams
Treasurer	Alan Higbey
Other Committee members	Katherine Alcock Nigel Carrick Stephen Charles Abigail Huffer (co-opted on 22 March 2021 and elected on 23 November 2021) Natalie Maguire Shauna Miller co-opted on 22 March 2021 and elected on 23 November 2021) Dr Carole Brooks (to 23 November 2021) Christina Butterworth (to 29 June 2021) Barry Neale, JP (to 14 January 2021) Val Button (to 11 January 2021)
President	Vacant
Principal address	229 Nevells Road Letchworth Garden City SG6 4UB
Independent Examiner	Roger McIntyre Brown, FCA Glebe House Garth Road Letchworth Garden City SG6 3NG

LETCHWORTH EDUCATIONAL SETTLEMENT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 JULY 2021

Structure, governance and management

Letchworth Educational Settlement ("the Settlement") was established in 1920 and moved to its current address in 1925. In 2020 it is celebrating its Centenary.

The Constitution was amended at the Annual General Meetings in 2002, 2008 and 2017.

The Settlement is a registered charity in England and Wales.

Appointment of Trustees

The Board of Trustees is elected annually by the Members at the Annual General Meeting. To be eligible for election, a candidate must be a Member of the Settlement. Management Committee members are the Trustees. The Management Committee ("the Committee") is the title and designation of the body responsible for the governance and administration of the Settlement. The election of the Trustees includes that of the Officers of the Committee.

Members

Any person is deemed to be eligible for the membership of the Settlement by the Committee providing they support the Settlement's aims and objects, abide by the Settlement's rules as set out in the Constitution and pay the annual subscription applicable to ordinary Members or other class of membership as the Committee at its discretion, may create, including honorary fellowships, who will not be liable to any subscription.

Committee

The number of Trustees is not subject to any maximum. There is no maximum period for which a Member can serve as a Trustee, or upper age limit.

The Committee can co-opt any Member onto the Committee to serve until the next AGM, although not in the capacity of a Trustee until formally elected at the Annual General Meeting.

The Committee meets at least four times a year.

The Trustees receive no remuneration or other benefit from their involvement with the Settlement. The declaration of interests is a standing agenda item for all Committee meetings.

The Trustees who were serving on the date this report was approved by the Committee are listed on page 3, together with those who had served during the year ended 31 July 2021.

All the Officers and Committee members serving at the date of the Annual General Meeting on 23 November 2021 stood for election or re-election with the exception of Dr Carole Brooks. The Committee would like to thank all those trustees who are no longer serving for their time and commitment in helping to secure the Settlement's future. In particular the Committee would like to thank Carole for her invaluable advice and ability to interpret constantly changing COVID-19 and health and safety regulations. She was a key figure in enabling the Settlement to reopen in September 2020, and since then, in ensuring that the Settlement is a safe place in which to work, learn or visit. The Committee is also very grateful that Carole continues to provide the Settlement with advice and support on these issues,

Management

The Committee delegates the day to day running of the Settlement to the Manager and other staff, who work with the Committee to ensure the Settlement's objectives are achieved.

LETCHWORTH EDUCATIONAL SETTLEMENT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 JULY 2021 (continued)

Since the balance sheet date, the current Manager, Sally Rogers, and the Senior Administrative Officer, Jacqui Black, have resigned their positions with effect from 31 March 2022. The extended notice period given will allow the Committee time to review resourcing, recruit new staff and manage the handover of responsibilities to ensure continuity in the operation of the Settlement. The Committee is pleased to report that at the date of this report a new Manager has been appointed and will start work on or before 1 March 2022, and the recruitment process for administrative staff is ongoing.

The Committee is immensely grateful for the dedication that Sally and Jacqui have shown to the Settlement. They have played a crucial role since 1 August 2020, enabling the Settlement to bounce back from closure during the first COVID-19 lockdown. Their experience, professionalism and welcoming presence in the office contributed to the Settlement's successful re-opening and ongoing operation. It has required a lot of hard work and adaptability due to the changing pandemic requirements and course formats that have been offered. The Settlement has been lucky to have had such capable staff in charge of the office during this unprecedented period in its history.

The Committee would like to record its sadness at the death of the Settlement's former Manager, Sonia Weston, on 9 June 2021. Since the balance sheet date, the Settlement was honoured to hold the celebration of Sonia's life on 23 October 2021 and for the donations made in her memory. The Committee is planning a permanent memorial to Sonia in the Settlement's grounds.

The Committee is also extremely grateful for the support of all the volunteers who have supported the Settlement in many different ways, including promoting and organising fundraising events. Fundraising provides much needed additional income to protect the Settlement's future.

Objectives and activities

In setting the Settlement's objectives and planning its activities the Committee gives careful consideration to the Charity Commission's public benefit guidance.

The Settlement's objectives are to provide a centre for education, recreation and social activities open to all Members and visitors attending events in a friendly, accessible and supportive atmosphere.

The Settlement achieves its objectives by:

- Providing classes and courses of instruction to meet some of the educational requirements and interests of adults living in Letchworth Garden City and the surrounding area.
- Providing facilities and teaching for the creative and performing arts and other special interest and language courses.
- Providing a meeting place for local organisations.
- Arranging a diverse programme of lectures and talks.
- Liaising locally and more widely with other parties involved in education and creative and performing arts. Matters of common concern include provision of local facilities, meeting local needs and heritage issues.

LETCHWORTH EDUCATIONAL SETTLEMENT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 JULY 2021 (continued)

Achievements

The Settlement's activities continued to be impacted by the pandemic, most notably in the restrictions on the number of students and other users able to use its facilities and the more general cautious approach to participating in activities, both educational and social.

The number of courses planned for the year ended 31 July 2021 was 168 but 45, representing 27%, were cancelled due to COVID-19 restrictions or low take up. The 123 courses delivered were broken down between:

	In person	Online	Total
Arts and crafts	38	24	62
Special interest	13	26	39
Languages	13	9	22

Enrolments on the courses were 1,226 (2020: 1,468), broken down between:

	2021	2020
Arts and crafts	463	614
Special interest	620	520
Languages	143	334

The reduction in enrolments reflect both the restrictions imposed on course numbers because of COVID-19 and the challenge in delivering some of the Settlement's traditional course content online. However, the reduction in enrolments for arts and crafts and languages was compensated in part by the increase in take up for special interest courses, some of which were specifically introduced as part of the Settlement's response to the COVID-19 restrictions.

In addition to courses, there were 26 (2020:16) workshops and lectures, of which 17 were online, with 344 (2020: 165) enrolments.

Membership numbers at 31 July 2021 were 639 (2020: 510), a pleasing increase on the previous year, but still a third below pre pandemic levels.

Holding fundraising events continued to be impacted by the pandemic and the Settlement was also unable to provide refreshments for its users. In conjunction with Letchworth Arts and Leisure Group the Settlement hosted a number of musical events covering a number of genres, all provided on line and some with limited in person attendance in the Kincaid Hall.

Where possible in line with COVID-19 requirements, the Settlement's facilities continued to be used by a large number of hirers ranging from the Settlement Players, the Camera Club, a Dance School and local societies and clubs.

The marking of the Settlement's Centenary with the unveiling of a plaque by the former Warden, Roy Evans, on 24 October 2020 was reported in the previous year's report. The Committee had hoped to hold a belated event to mark the Centenary during the year but decided that the time was still not right to do so. However, some sort of celebration to mark such an amazing achievement remains part of the Committee's future planning.

LETCHWORTH EDUCATIONAL SETTLEMENT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 JULY 2021 (continued)

Financial review

The Settlement had a net surplus of £57,622 for the year ended 31 July 2021 (2020: £50,761).

Income from charitable activities, comprising fees from courses, membership fees and hirings was £143,455 (2020: £182,960). As previously noted, this reflects the impact of the pandemic on the Settlement's activities.

Donations were £105,551 (2020: £91,237) of which £28,036 (2020: £83,466) was from the Save Our Settlement Appeal and £67,000 (2020: £nil) was grants. The grants and any restrictions on them are detailed in note 3 to the accounts. Other income also included COVID-19 related grants of £1,365 (2020: £33,741).

If non charitable income is excluded, the Settlement would have been faced with a net deficit of £50,000, albeit a smaller one than in the previous year.

Some of the Settlement's expenditure is incurred directly as a result of the courses and events that it offers, and these costs were lower in line with the income resulting from them. However, ongoing costs for staffing and premises continued to be incurred whatever the position on the course offer. Premises costs were 44% higher than in the previous year as a programme of external redecoration was carried out to comply with the terms of the Settlement's lease. However, the cost of £17,585 was met by a grant from the Culture Recovery Fund for Heritage. Total staff costs were 62% lower than the previous year which included redundancy payments.

The future of the Settlement has been secured for the foreseeable future but there is no room for complacency and prudent financial management will need to continue to be exercised.

Risk management

The Committee has continued to have an active approach although it has reviewed the way it works so responsibilities are delegated to a number of sub committees working in conjunction with staff.

The biggest risk to the Settlement continues to be a financial one, with some of that risk determined by external forces like the pandemic. The Settlement is not an endowed charity and is reliant on the annual income it generates. The Committee recognises that providing courses, events and facilities that attract students and users is the lifeblood of the Settlement's activities, but continues to look at other fundraising initiatives, some of which are difficult to pursue in the current climate. However, hopefully that situation will start to improve in 2022.

Reserves policy

The Committee considers it prudent that unrestricted reserves should be sufficient to cover:

- a) three months' operating expenses based on the phased annual budget as agreed by it. This allows for some timing differences in forecast income and expenditure and for any action to be taken if income levels fall below those budgeted by either reducing expenditure levels and/or finding other sources of funding.
- b) other short term commitments agreed by it as required.
- c) the cost of closing the Settlement which could be achieved within three months if required.

LETCHWORTH EDUCATIONAL SETTLEMENT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 JULY 2021 (continued)

Restricted funds are not included in the reserves policy.

During the year the Committee agreed to set up a sinking fund future property repairs/maintenance to comply with the terms of the Settlement's lease. The annual amount to be allocated to the fund will be £5,000 for 7 years, as under the terms of the lease there is a requirement to redecorate (interior and exterior) at least every 7 years. The Committee also considered whether to designate any other funds and decided there was no current requirement to do so.

At 31 July 2021, the level of free reserves was £137,504 (2020: £75,695). As at this date the amount required in accordance with the reserves policy was £46,000.

Plans for the future

Plans continue to be focussed on responding to the knock on effects of the pandemic, which the Committee feels could reverberate for some time, but also to building on past and more recent successes. The Committee has had its first in depth session on strategy and the areas highlighted in that will be progressed in the short to medium term. These areas include the development of the Settlement's existing provision and looking at new initiatives.

However, the first priority is to ensure a smooth and effective change over of the Settlement's management, and put in place whatever support and resourcing is required to emerge from the pandemic and move forward. Since the balance sheet date, the Settlement's Wi-Fi provision has already been upgraded but further investment will be required in its IT services including the website and management systems.

The Committee remains grateful for the continuing support from Members, students, users of the Settlement facilities and others in the local community. It hopes that after the difficult start to the 2021/22 academic year due to the continuing issues caused by the pandemic, a degree of normality can return to the Settlement's activities in 2022, and the Committee, with the new Manager, can build on existing strengths to take the Settlement forward.

LETCROWTH EDUCATIONAL SETTLEMENT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 JULY 2021 (continued)

Statement of Trustees' responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year that show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The Trustees are responsible for keeping proper accounting records which 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 1993. 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.

The Trustees have complied with the duty in Section 4 of the 2006 Charities Act having due regard to guidance published by the Charity Commission.

Approved by the Trustees on 27 January 2022

and signed on their behalf by:



Hilary Kemp
Chair

LETCHWORTH EDUCATIONAL SETTLEMENT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LETCHWORTH EDUCATIONAL SETTLEMENT

I report to the Trustees on my examination of the financial statements of Letchworth Educational Settlement for the year ended 31 July 2021.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's financial statements 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a Fellow of the Institute of Chartered Accountants in England and Wales.

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 financial statements do not accord with the accounting records; or
- the financial statements 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 any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.; or
- the financial statements have not been prepared in accordance with the methods and principles of the with the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities 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.

Roger McIntyre Brown, FCA
Glebe House
Garth Road
Letchworth Garden City
SG6 3NG



Dated: 1 February 2022

LETCHWORTH EDUCATIONAL SETTLEMENT

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2021

	Notes	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Income					
Donations and legacies	3	78,466	27,085	105,551	91,237
Income from charitable activities	4	143,455	-	143,455	182,960
Other income	5	4,751	-	4,751	48,835
Investment income	6	15	-	15	351
Total income		226,687	27,085	253,772	323,383
Expenditure					
Expenditure on charitable activities	7	171,929	24,181	196,110	272,622
Total expenditure		171,929	24,181	196,110	272,622
Net income for the year		54,758	2,904	57,662	50,761
Transfers between funds		-	-	-	-
Fund balances at 1 August 2020		208,420	51,502	259,922	209,161
Fund balances at 31 July 2021	12	263,178	54,406	317,584	259,922

LETCHWORTH EDUCATIONAL SETTLEMENT

BALANCE SHEET AS AT 31 JULY 2021

	Notes	2021 £	2020 £
Fixed Assets			
Tangible Assets	9	<u>125,674</u>	<u>132,725</u>
Current Assets			
Debtors	10	22,350	10,842
Cash at Bank and in hand		<u>177,990</u>	<u>118,353</u>
		200,340	129,195
Creditors: amounts falling due within one year	11	(8,430)	(1,998)
Net Current Assets		<u>191,910</u>	<u>127,197</u>
Total Net Assets		<u>317,584</u>	<u>259,922</u>
Represented by:			
Unrestricted funds	12	258,179	208,420
Designated	12	5,000	
Restricted funds	12	<u>54,405</u>	<u>51,502</u>
		<u>317,584</u>	<u>259,922</u>

The notes at pages 13 to 19 form part of the financial statements.

The financial statements were approved by the Trustees on 27 January 2022

and signed on their behalf by:



Hilary Kemp
Chair



Alan Higbey
Treasurer

LETCHWORTH EDUCATIONAL SETTLEMENT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021

1. Accounting policies

a. Basis of preparation

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Settlement constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Settlement's ability to continue as a going concern.

b. Tangible fixed assets and depreciation

During the year the Trustees reviewed the accounting estimates for depreciating fixed assets. They agreed that with effect from 1 August 2020 only assets costing more than £1,000 (previously £250) would be capitalised, and the straight line depreciation rate for office equipment would be reduced from 4 years to 3 years. This change has been applied prospectively with effect from 1 August 2020.

All assets costing more than £1,000 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the costs less estimated residual value of each asset over its expected useful life, as follows:

Fixtures and fittings	straight line over 10 years
Office equipment	straight line over 3 years
Property improvements	straight line over 3 years
Building improvements	straight line over 20, 27, 29 and 30 years

c. Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Investment income is recorded when receivable.

d. Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

LETCHWORTH EDUCATIONAL SETTLEMENT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021 (continued)

e. Funds structure

Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.

Restricted funds relate to amounts received in respect of expenditure on property used in fulfilling the charitable objects.

f. Pensions

Qualifying employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 6. There were no outstanding contributions at the year end. The costs of the scheme are included in costs and charged to the unrestricted funds of the charity.

2. Taxation

Letchworth Educational Settlement is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for its charitable purposes.

3. Donations and legacies

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2019 £
Donations and legacies	3,015	7,500	10,515	7,771
Save Our Settlement Appeal	28,036	-	28,036	83,466
Grants	47,415	19,585	67,000	-
	<u>78,466</u>	<u>27,085</u>	<u>105,551</u>	<u>91,237</u>

Donations include related Gift Aid.

Grants were made by the following:

Grant maker	Unrestricted £	Restricted £	Total £	Purpose
North Hertfordshire District Council	-	2,000	2,000	IT provision
Letchworth Civic Trust	25,000	-	25,000	Unrestricted
Culture Recovery Fund for Heritage	7,415	17,585	25,000	External redecoration
Letchworth Garden City Heritage Foundation	15,000	-	15,000	Unrestricted

Following completion of the external redecoration during the year, it was agreed with the Culture Recovery Fund for Heritage that the balance of its grant could be treated as unrestricted funds.

LETCHWORTH EDUCATIONAL SETTLEMENT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021 (continued)

4. Income from charitable activities

	Total 2021 £	Total 2020 £
Fees for courses	117,821	143,866
Membership fees	11,125	8,961
Hirings	14,509	30,133
	<u>143,455</u>	<u>182,960</u>

Membership fees include related Gift Aid.

5. Other income

	Total 2021 £	Total 2020 £
Other income	3,386	15,094
COVID-19 grants	1,365	33,741
	<u>4,751</u>	<u>48,835</u>

Other income includes the sale of refreshments and the Centenary book, the Prize Draw, raffle, quiz and other fundraising activities.

6. Investment income

	Total 2021 £	Total 2020 £
Bank interest	15	351

LETCWORTH EDUCATIONAL SETTLEMENT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021 (continued)

7. Analysis of expenditure

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Provision of course and other activities				
Tutor fees	49,616	-	49,616	81,904
Costs of raising other income	372	-	372	4,814
Premises costs	46,680	18,806	65,486	45,420
Depreciation	12,771	5,375	18,146	14,900
Support costs	61,571	-	61,571	122,716
Governance costs	919	-	919	2,868
	<u>171,929</u>	<u>24,181</u>	<u>196,110</u>	<u>272,622</u>
Support costs				
Staff costs	41,751	-	41,751	109,756
General office costs	19,820	-	19,820	12,960
	<u>61,571</u>	<u>-</u>	<u>61,571</u>	<u>122,716</u>
Governance costs				
Accountant's fees	-	-	-	2,506
Independent examiner's fee	-	-	-	-
Trustees liability insurance	362	-	362	362
Other	557	-	557	-
	<u>919</u>	<u>-</u>	<u>919</u>	<u>2,868</u>

All of the expenditure was incurred on charitable activities. No costs were attributable to investment management.

For the year ended 31 July 2021 the independent examination has been carried out free of charge.

LETCWORTH EDUCATIONAL SETTLEMENT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021 (continued)

8. Staff costs

	Total 2021 £	Total 2020 £
Remuneration paid to employees	41,002	78,712
Social security costs	-	1,339
Pension costs	749	1,793
Redundancy costs	-	27,912
	<u>41,751</u>	<u>109,756</u>

The average number of employees, calculated on a full time equivalent basis, was

1.6 3

There were no employee benefits.

There were no employees whose employee remuneration amounted to over £60,000.

In the year ended 31 July 2021 Employer National Insurance contributions, disclosed in social security costs, were offset in total by the Employment Allowance.

In the previous year, pension costs included employee pension contributions as well as employer contributions and the comparatives for remuneration paid to employees and pension costs have been restated accordingly.

9. Tangible fixed assets

	Fixtures & fittings £	Office equipment £	Building improve- ments £	Property improve- ments £	Total £
Cost					
At 1 August 2020	67,249	35,155	167,329	45,890	315,623
Additions	2,014	9,081	-	-	11,095
At 31 July 2021	<u>69,263</u>	<u>44,236</u>	<u>167,329</u>	<u>45,890</u>	<u>326,718</u>
Depreciation					
At 1 August 2020	36,377	31,906	68,725	45,890	182,898
Charge for the year	6,182	5,806	6,158	-	18,146
At 31 July 2021	<u>42,559</u>	<u>37,712</u>	<u>74,883</u>	<u>45,890</u>	<u>201,044</u>
Net book value					
At 31 July 2021	<u>26,704</u>	<u>6,524</u>	<u>92,446</u>	<u>-</u>	<u>125,674</u>
At July 31 2020	<u>30,872</u>	<u>3,249</u>	<u>98,604</u>	<u>-</u>	<u>132,725</u>

LETCWORTH EDUCATIONAL SETTLEMENT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021 (continued)

10. Debtors

	Total 2021 £	Total 2020 £
Income tax recoverable	19,618	5,038
Other debtors	2,732	5,804
	<u>22,350</u>	<u>10,842</u>

11. Creditors: amounts falling due within one year

	Total 2021 £	Total 2020 £
Accruals and deferred income	<u>8,430</u>	<u>1,998</u>

12. Fund balances

Unrestricted funds are funds that are freely available to spend on any of the charity's purposes.

Designated funds are funds that the Trustees have set aside to meet future property repair and maintenance costs.

Restricted funds are funds subject to specific purpose(s) stipulated by the donor or grant maker. There are two restricted funds:

Property improvements	To fund property improvements and is fully represented within tangible fixed assets
Bursary from an individual donor	To fund various specified expenditure for capital items (which, where applicable, are included in tangible fixed assets) and to support other costs

	Balance at 1 August 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 July 2021 £
Unrestricted funds					
Unrestricted funds	208,420	226,687	171,929	(5,000)	258,178
Designated funds	-	-	-	5,000	5,000
	<u>208,420</u>	<u>226,687</u>	<u>171,929</u>	<u>-</u>	<u>263,178</u>
Restricted funds					
Property improvements	47,809	-	2,804	-	45,004
Bursary	3,693	7,500	1,792	-	9,401
External redecoration	-	17,585	17,585	-	-
IT provision	-	2,000	2,000	-	-
	<u>51,502</u>	<u>27,085</u>	<u>24,181</u>	<u>-</u>	<u>54,406</u>
Total funds	<u>259,922</u>	<u>253,772</u>	<u>196,110</u>	<u>-</u>	<u>317,584</u>

LETCHWORTH EDUCATIONAL SETTLEMENT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021 (continued)

13. **Trustee remuneration and expenses**

The Trustees received no remuneration or other benefits (2020: £nil). Two Trustees received payments totalling £1,852 (2020: £nil) for professional or other services as tutors for Settlement courses. No Trustees received any expenses for travel and related costs (2020: £nil).

14. **Related party transactions**

There were no related party transactions.