

# **LIFE EDUCATION CENTRES BROMLEY LIMITED**

**Company Number 03466055 (England & Wales)**

**Registered Charity Number 1066268**

**Financial Statements  
For the year ended 31 March 2024**

**A COMPANY LIMITED BY GUARANTEE  
NOT HAVING A SHARE CAPITAL**

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**LIFE EDUCATION CENTRES BROMLEY LTD**  
**LEGAL AND ADMINISTRATIVE INFORMATION**  
**ACCOUNTS FOR THE YEAR TO 31<sup>ST</sup> MARCH 2024**

|                              |  |
|------------------------------|--|
| Charity Commission number    | 1066268  |
| Registered in England number | 03466055   |
| Registered address           | 77 Merlin Grove<br>Beckenham<br>Kent BR3 3HS   |
| Trustees/Directors           | R Skinner - Chairperson<br>T Catherall - Treasurer<br>C Whitehouse – Company Secretary<br>R Baird<br>M Hitchens – resigned 22.11.2023<br>G McGinn – deceased 15.5.2024<br>E Bromfield – appointed 30.3.2022<br>F McGarry – appointed 30.3.2022 |
| Bankers                      | CAF Bank Ltd<br>25 Kings Hill Avenue<br>West Malling<br>Kent ME19 4JQ  |
| Insurers                     | Ansvar<br>Ansvar House<br>St Leonards Road<br>Eastbourne<br>East Sussex BN21 3UR   |
| Independent Examiner         | T L Huxtable<br>11 Stanhope Grove<br>Beckenham<br>Kent BR3 3JB   |
| Contact                      | lifeeducation.bromley@gmail.com  |



## **LIFE EDUCATION CENTRES BROMLEY LIMITED**

### **REPORT OF THE DIRECTORS/TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024**

The Trustees who are also Directors of the Charity for the purposes of the Companies Act present their annual report and financial statements for the year ending 31 March 2024.

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the report and accounts.

#### **Organisation and principal activity**

The Charity is constituted as a company limited by guarantee and is therefore governed by a memorandum and articles of association.

The charitable objective and principal activity is to provide health and wellbeing education to the primary schools in the London Borough of Bromley and surrounding areas using a dedicated LifeSpace, equipped with a range of interactive audio, visual and electronic aids.

#### **Statement of Trustees' responsibilities**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of its income and expenditure for that period. In preparing those financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time the financial position of the Charity, and which enable them to both ascertain the financial position of the Charity and ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

#### **Trustees**

There are currently seven Directors / Trustees in post. At the end of 2023 Michael Hitchens, who has been a Director / Trustee since the beginning, decided to step down. He has contributed a huge amount over the years, particularly in his work to oversee and maintain our two Life Buses (before they were replaced by the LifeSpace) and we thank him for his hard work and his ongoing interest.



## **Review of major activities and achievements of the year**

This year has seen a continuation of our usual activities in schools, with the vast majority of our schools re-booking and a good number of new schools also requesting visits. Due to changes made by Coram Life Education to the pricing structure for our services, many schools now opt for a shorter visit. This means we are visiting more schools but for a shorter time, thus widening our reach. The electric van that we leased in April 2023 has proved invaluable and has made a huge difference to our Senior Educator as she travels around to schools in an increasingly wide area. We have two fully operational LifeSpaces, both in regular use in schools and this continues to be the standard delivery method for the workshops we deliver. The new Relationships Education Programme for primary schools, developed by Coram LE in line with the new statutory requirement for Relationships and Sex Education for schools from September 2022, is now part of our offer and has been welcomed by schools, with an increasing number of bookings. This year we have also introduced the new Mental Wellbeing Workshops, developed by Coram Life Education in response to the perceived need in schools for mental health support following the pandemic. These too have been welcomed by schools. We have had near capacity bookings throughout all three terms of the past year. Our Educators continue to receive very appreciative comments after their visits, and schools appreciate the positive focus on children's mental health, which continues to be a concerning feature of post pandemic life. We are pleased to note that we continue to be in a strong position and we know there continues to be a demand for our services.

We currently have one Senior Educator, Kate Watkins, and one part time Educator, Mita Gordon.

The Trustees would also like to take this opportunity to thank Kate Watkins and Mita Gordon, for their hard work and enthusiasm, and their commitment. They are a strong and experienced team, with an excellent knowledge and understanding of the workshops and the schools they visit. They continue to approach and resolve the many challenges they face with great enthusiasm and care, and this is much appreciated by both the schools and the Trustees.

## **Reserves Policy**

The Trustees have a policy of retaining sufficient reserves to cover a minimum of 6 months outgoings amounting to approximately £30,000.

## **Future Developments**

We continue to monitor closely the use of the electric van and it continues to be a sustainable form of transport. We are also very conscious of the wear and tear of our two LifeSpaces and they are regularly maintained. We are also investigating fundraising opportunities so that we will be able to replace them when the time comes.

There have been many changes to the way we work in recent times, some due to new developments introduced by Coram LE and some due to the pandemic. The Trustees are conscious of their responsibilities to the Educators and to the schools who have put their trust in us and are working hard to ensure that we can continue to deliver our high-quality services to schools.



## **Review of Financial Activities**

The Statement of Financial Affairs shows total income for the year of £63,794 (2023: 68,477) and total resources expended of £76,350 (2022: £58,860).

The income figures show school fees of £18,500 owing as at 31 March 2024, but the majority of this has since been paid.

Our income continues to be boosted by commission fees from the sale of SCARF, the Coram online resource for schools. We continue to receive regular generous donations from our local Rotary Clubs, especially Bromley Rotary Club, which are much appreciated.

## **Risk Management and Reserves**

The Trustees actively review on a regular basis the major risks that the Charity faces and how these can be overcome. We maintain strict controls over key financial systems and constantly consider how we can reposition the Charity to best meet the challenges. The Trustees will ensure that we remain best placed to face the issues which lie ahead. We continue to investigate charity funding / donations that will help us to survive and continue our work in schools.

## **Independent Examiner**

We are again obliged to Terry Huxtable FCCA for agreeing to act as Independent Examiner.

This report, which has been prepared in accordance with special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the trustees and board of directors on 8 July 2024.



Rosamund Skinner  
Director/Trustee



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LIFE EDUCATION CENTRES BROMLEY LIMITED**

I report on the accounts of the company for the year ended 31 March 2024 which are set out on pages 4 to 7.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act 2011) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

examine the accounts under section 145 of the 2011 Act;  
to follow the procedures laid down in the general Directions given by the  
Charities Commission under section 145(5)(b) of the 2011 Act; and  
to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charities Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with the records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Report**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with sections 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of sections 394 and 395 of the Companies Act 2006 and with methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.

T L Huxtable FCCA  
11 Stanhope Grove  
Beckenham  
Kent BR3 3JB



Date: 17 May 2024



**LIFE EDUCATION CENTRES BROMLEY LIMITED**  
**Company Number 03466055 (England & Wales)**

**BALANCE SHEET AT 31 MARCH 2024**

|   | 2024          | 2023          |
|---|---------------|---------------|
|   | £             | £             |
| <b>Fixed Assets</b>                             |               |               |
| Tangible Assets                                 | 1,900         | 6,000         |
| <b>Current Assets</b>                           |               |               |
| Debtors   | -             | -             |
| Cash at bank and in hand                        | 63,003        | 71,639        |
|   | <u>64,903</u> | <u>77,639</u> |
| <b>Current Liabilities</b>                      |               |               |
| Creditors due within one year - fees in advance | -             | -             |
| <b>Net Current Assets</b>                       | 64,903        | 77,639        |
| <b>Net Assets</b>                               | <u>64,903</u> | <u>77,639</u> |
| <b>Unrestricted Reserves</b>                    |               |               |
|   | 34,903        | 47,639        |
|   | 30,000        | 30,000        |
|   | <u>64,903</u> | <u>77,639</u> |
| General Fund unrestricted                       | <u>64,903</u> | <u>77,639</u> |

for the year ended 31 March 2024, the company was entitled to exemption from audit under section 477(2) of the Companies act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps accounting records which comply with section 386; and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company at the end of the financial period and of its results for the period then ended in accordance with requirements of section 393, and which otherwise comply with the requirements of this Act relating to the accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The accounts were approved by the board on 8 July 2024 and signed on its behalf by:

Directors

*Rosamund Skinner*

*R. Skinner*

*[Signature]*  
*TEKHAN*



**LIFE EDUCATION CENTRES BROMLEY LIMITED**  
**Company Number 03466055 (England & Wales)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024)**

|   | <b>2024</b>     | <b>2023</b>   |
|---|-----------------|---------------|
|   | <b>£</b>        | <b>£</b>      |
| <b>Incoming Resources</b>                             |                 |               |
| Schools   | 59,870          | 62,352        |
| Rotary  | 2,500           | 1,700         |
| Donations   | 690             | -             |
| Scarf Commission                                      | -               | 1,392         |
| Grants  | -               | 2,500         |
| Fees  | -               | 220           |
| Bank Interest   | 734             | 247           |
| Other Income  | -               | 66            |
| <b>Total Income</b>                                   | <b>63,794</b>   | <b>68,477</b> |
| <b>Direct Charitable Expenditure</b>                  |                 |               |
| Educators - Salary and social security costs          | 47,307          | 40,333        |
| Pensions  | 1,627           | 1,391         |
| Educators Expenses                                    | 167             | 147           |
| Conference  | -               | 330           |
| Van Running Costs                                     | 11,373          | -             |
| Insurance   | 1,838           | 1,740         |
| Maintenance   | 1,587           | 1,914         |
| Depreciation  | 4,100           | 4,100         |
| Travel  | 103             | 683           |
| Licence to National Office                            | 8,094           | 7,936         |
| Sundry Expenses                                       | 334             | 286           |
| <b>Total Expenditure</b>                              | <b>76,530</b>   | <b>58,860</b> |
| <b>Net (outgoing) / incoming resources for year</b>   | <b>(12,736)</b> | <b>9,617</b>  |
| General Fund balance brought forward at 1 April 2023  | 77,639          | 68,022        |
| General Fund balance carried forward at 31 March 2024 | <b>64,903</b>   | <b>77,639</b> |

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continued activities and are in respect of unrestricted funds.



# LIFE EDUCATION CENTRES BROMLEY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

### 1 ACCOUNTING POLICIES

#### a Basis of Accounting

The financial statements have been prepared under the historical cost convention and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

#### b Incoming resources

All incoming resources are included when received.

#### c Tangible Fixed Assets and depreciation

Tangible fixed assets are stated at cost where they have been purchased by the company or at a fair market value at the time of their coming into possession of the company where they have been donated or acquired other than by purchase.

Depreciation is provided to write off the cost of each asset, less its estimated residual value, over its expected useful life on the following basis:

|             |                               |
|-------------|-------------------------------|
| Life Spaces | 25% pa on straight line basis |
|-------------|-------------------------------|

### 2 TRUSTEES EXPENSES

No remuneration is paid to the trustees and directors for their services. Expenses were reimbursed to 1 trustee during the year. These expenses were for travelling, postage, printing, stationery and computer costs incurred in respect of their duties for the company.

### 3 TANGIBLE FIXED ASSETS

|                       | Life<br>Space<br>£ |
|-----------------------|--------------------|
| <b>At Valuation</b>   |                    |
| At 1 April 2023       | 16,400             |
| Cost During Year      |                    |
| At 31 March 2024      | <u>16,400</u>      |
| <b>Depreciation</b>   |                    |
| At 1 April 2023       | 10,400             |
| Depreciation 2024     | <u>4,100</u>       |
| At 31 March 2024      | <u>14,500</u>      |
| <b>Net Book Value</b> |                    |
| At 31 March 2024      | <u>1,900</u>       |



**LIFE EDUCATION CENTRES BROMLEY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

| <b>4 RESERVES</b>       | <b>2024</b>   | <b>2023</b>   |
|-------------------------|---------------|---------------|
|                         | <b>£</b>      | <b>£</b>      |
| <b>General Fund</b>     |               |               |
| Balance carried forward | 30,000        | 30,000        |
|                         | <u>30,000</u> | <u>30,000</u> |

**5 MEMBERS GUARANTEES**

The number of members at the balance sheet date was 5 and their liability to contribute to the assets, in the event of the company being wound up, is a maximum of £1 each.

**6 CONTROLLING PARTY**

For the whole period, the company was under the control of directors, all of whom are also Trustees of the Charity.