

REMINISCENCE LEARNING
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

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REMINISCENCE LEARNING
REFERENCE AND ADMINISTRATIVE DETAILS

Governing Instrument	Memorandum & Articles of Association
Status	The Company does not have a share capital and is limited by guarantee
Company Registration Number	4720977
Charity Registration number	1105488
Trustees	Mr T Baverstock Mrs M Bridge (appointed 16 November 2022) Mrs W Jones Mr M Raisey Mr A Tudor Mr D I Wicks
Company Secretary	Mrs F R Mahoney
Principal address	The Counting House Tonedale Mill Wellington Somerset TA21 0AW
Examiner	Mr P A Morrish FCA Apsleys LLP 21 Bampton Street Tiverton Devon EX16 6AA
Bankers	HSBC Bank plc 29 Fore Street Tiverton EX16 6NA

REMINISCENCE LEARNING
TRUSTEES REPORT
ON THE FINANCIAL YEAR ENDED 31 MARCH 2023

The Trustees (who are also directors of Reminiscence Learning for the purposes of company law) present their report and the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

Aims of the Organisation

Reminiscence Learning aims to relieve the needs of persons suffering from dementia by the provision of reminiscence therapy. It also educates the families of persons suffering from dementia and health care workers in reminiscence therapy.

Review of Activities

It has been another busy year as we enter our 20th Anniversary for 2023. This milestone achievement has pushed the team, and with clear direction and focus, we have achieved amazing results. We have managed to return to a pre covid level of functioning with services running at normal capacity, bookings for training and an expansion in numbers of Archie projects.

Respite Activity Sessions continue as an essential service with numbers remaining at a good level throughout the year. This popular service supports both clients and carers. The Day centre continues to be supported by Somerset Council.

We have delivered 36 Archie projects, spanning the Country from Cornwall to Essex. We were able to deliver these projects face to face and virtually, enabling a wider reach.

We have expanded our community projects, to include Together in Sport – a sports themed session held at Taunton Cricket Ground allowing participation and conversation and Memory Activity Group – a community engagement project promoting friendships and socialisation. These services run alongside our existing community services, Funday Friday – a local community project allowing people to interact through music and exercise, Forest School – our outdoor project aimed at the more physically abled with dementia/ memory loss. Our Forest School Plus project continues to run during the holiday breaks. We have been supported by Wellington Town Council to run our Funday Friday and Forest School Plus sessions.

We continue to facilitate 2 weekly online carers support groups that have proven invaluable to our carers.

We have held a variety of fundraising events including the Chrysalis Butterfly Project which involved a Gala Dinner, Family Fun Afternoon, and a Musical Extravaganza. The events were attended by our Patron Angela Rippon and encompassed our clients and family carers as well as the wider community including supporters of the charity throughout the years.

REMINISCENCE LEARNING

TRUSTEES REPORT

ON THE FINANCIAL YEAR ENDED 31 MARCH 2023

Review of Activities Continued

We celebrated Dementia Action Week with the launch of our Let's Dance for Dementia events including dance fitness sessions with the Archie Project and inclusive social dance evenings ran quarterly.

To kick off our 20th Anniversary we held a sponsored 12-hour danceathon which brought together people who use our services, local businesses, and the wider community to partake in a day of dancing.

Our Training contracts have continued to grow with training for Healthcare Professionals and family carers within Somerset focusing on Somerset Care and Abbeyfield, alongside Somerset County

We continue to support our staff with regular team meetings and supervision enabling all staff to feel supported and valued within the charity.

Financial Review

It is confirmed that the charity's assets are adequate to fulfil the obligations of the charity.

Reminiscence Learning held funds totalling £39,238 (2022: £55,503) at the year end. Of this amount £18,626 (2022: £13,469) is held in Restricted Funds which means that they can only be used for specific purposes. This leaves £20,612 (2022: £42,034) on Other Unrestricted Funds.

Investment Powers

Under the Memorandum and Articles of Association the charity has the power to make any investments which the trustees see fit.

Reserves Policy

The trustees of Reminiscence Learning consider that a certain level of reserves is required in order to run the company in an orderly prudent manner.

Reserves are held by Reminiscence Learning in three funds: Restricted funds, Designated funds and Other Charitable funds.

Restricted funds represent money that is earmarked by the donor. The trustees can only use these funds for the specific purpose for which they were given.

Unrestricted funds are divided into two parts: Designated funds and Other Charitable funds. These are funds that the directors may use for any purpose within the objects of Reminiscence Learning. The trustees have decided to designate, i.e. earmark certain funds for future use:

1. The smooth operation of the company is dependent upon its staff and any form of long term illness would involve the company in additional costs for temporary staff. Funds have been set aside to enable Reminiscence Learning to employ temporary staff for approximately three months should the need arise.

REMINISCENCE LEARNING

TRUSTEES REPORT

ON THE FINANCIAL YEAR ENDED 31 MARCH 2023

2. The trustees have agreed to set aside funds each year for staff training.

The trustees consider that a certain level of unrestricted funds held as "Other Charitable Funds" needs to be held as a reserve to enable Reminiscence Learning to absorb setbacks and to take advantage of change & opportunities.

Charity Structure, Governance and Management

Reminiscence Learning was set up on 2 April 2003. The registered office is the Counting House, Tonedale Mill, Wellington, Somerset, TA21 0AW. Its activities are overseen by a Board of trustees with a minimum number of 3. The company became a Registered Charity on 16 August 2004.

Names of Trustees

Mr M Raisey (Chairman) Mr T Baverstock Mrs M Bridge (appointed 16 November 2022)
Mrs W Jones Mr A Tudor Mr D I Wicks

The trustees are also directors for the purpose of company law.

Appointment and training of Trustees

New members of the Board of trustees are appointed by the members of the Board for the time being. Existing trustees are aware of the need to draw candidates that bring relevant skills and expertise to Reminiscence Learning. Potential candidates meet with the Chief Executive who ensures that they have knowledge of Reminiscence Learning and discusses the position with them. They are then invited to attend Board Meetings to ensure that they are aware of the commitment and responsibility of becoming a trustee. Copies of the Memorandum and Articles of Association, relevant publications from the Charity commission, a copy of the most recent accounts and minutes of the last Board Meeting are given to the potential candidate who is then invited to join the Board. A formal resolution is put to the Board at the following meeting to confirm the appointment.

Risk Management

Reminiscence Learning produces a risk assessment which identifies major risks, the potential impact on the organisation and steps taken to mitigate the risk. This is reviewed regularly.

We believe that the maintenance of our free reserves and designated reserves at the levels stated on page 8 will provide sufficient resources in the event of adverse conditions. The trustees are also examining other operational and business risks which we face with a view to establishing systems to mitigate the significant risks.

Other

The trustees have had due regard to guidance published by the Charity Commission on public benefit and believe this is achieved via the charity's objectives and activities.

REMINISCENCE LEARNING**TRUSTEES REPORT****ON THE FINANCIAL YEAR ENDED 31 MARCH 2023****Responsibilities of the trustees**

The trustees (who are also directors of Reminiscence Learning for the purpose of company law) are responsible for preparing the annual 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, which 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 Charity SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company 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 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.

This report has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

This report was approved by the Board on 18 December 2023
And signed on their behalf by:

Mr D I Wicks
Director

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
REMINISCENCE LEARNING

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023 which are set out on pages 8 to 16.

Responsibilities and basis of report

As the charity 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 company'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

Since the company's gross income has exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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 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 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.

Mr P A Morrish FCA

Apsleys LLP

21 Bampton Street, Tiverton, Devon EX16 6AA

Date: 18 December 2023

REMINISCENCE LEARNING
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 MARCH 2023

	<u>Notes</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>2023</u> <u>Total</u>	<u>2022</u> <u>Total</u>
		£	£	£	£
Income					
Income from charitable activities					
Revenue funds		191,672	143,400	335,072	309,583
Other income		207	0	207	782
Total income		<u>191,879</u>	<u>143,400</u>	<u>335,279</u>	<u>310,365</u>
Expenditure	10				
Charitable activities		207,933	140,576	348,509	316,863
Governance costs		3,035	0	3,035	2,985
Total expenditure		<u>210,968</u>	<u>140,576</u>	<u>351,544</u>	<u>319,848</u>
Net incomings/(outgoing) resources before transfers		(19,089)	2,824	(16,265)	(9,483)
Transfers		<u>(2,333)</u>	<u>2,333</u>	<u>0</u>	<u>0</u>
Net incoming/(outgoing) resources after transfers		(21,422)	5,157	(16,265)	(9,483)
Fund balances at 1 April 2022		<u>42,034</u>	<u>13,469</u>	<u>55,503</u>	<u>64,986</u>
Fund balances at 31 March 2023		<u>20,612</u>	<u>18,626</u>	<u>39,238</u>	<u>55,503</u>

The notes on pages 9 to 16 form an integral part of these financial statements

REMINISCENCE LEARNING**BALANCE SHEET****31 MARCH 2023**

	<u>Note</u>	<u>2023</u> <u>£</u>	<u>2022</u> <u>£</u>
Fixed assets	4	<u>9,417</u>	<u>7,773</u>
Current assets			
Stock		7,075	3,661
Debtors	5	3,825	21,029
Cash at bank and in hand		<u>36,299</u>	<u>41,326</u>
		<u>47,199</u>	<u>66,016</u>
Creditors: Amounts falling due within one year	6	<u>17,378</u>	<u>18,286</u>
Net current assets		<u>29,821</u>	<u>47,730</u>
Total assets less current liabilities		<u>39,238</u>	<u>55,503</u>
Income funds			
Restricted funds	7	18,626	13,469
Unrestricted funds:			
Designated funds	8	9,000	8,826
Other charitable funds		<u>11,612</u>	<u>33,208</u>
		<u>39,238</u>	<u>55,503</u>

For the year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

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

The financial statements were approved and authorised for issue by the board on 18 December 2023

And signed on its behalf by:

D I Wicks

Director

Company registration number 4720977

The notes on pages 9 to 16 form an integral part of these financial statements

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

1. Company status

Reminiscence Learning is a private company limited by guarantee and does not have a share capital. The company is a registered charity in England within the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

The charity constitutes a public benefit entity as defined by FRS 102. The 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 UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

2. Accounting policies

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1. Income Recognition

Income comprises grants and funding receivable from public and private bodies and income from courses.

When donors specify that grants given to the company must be used in future accounting periods, the income is deferred until those periods.

When donors specify that grants are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Interest is included when receivable by the company.

REMINISCENCE LEARNING

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

2. Accounting policies continued

2. Expenditure

- a) Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered and including equipment which is written off in the year of purchase.
- b) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- c) Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- d) Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities.

3. Fund accounting

Funds held by the company either:

- Unrestricted general funds - these are funds which can be used in accordance with the objects at the discretion of the trustees.
- Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

4. Fixed assets and depreciation

Depreciation is provided at a rate calculated to write off the cost less residual value of each asset over its expected useful life as follows:

Computer equipment:	4 years straight line
Equipment:	15% reducing balance

5. Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its preset location and condition. Cost is calculated using the first-in, first-out formula. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

REMINISCENCE LEARNINGNOTES TO THE FINANCIAL STATEMENTSYEAR ENDED 31 MARCH 2023

6. Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

7. Cash

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

8. Employee benefits

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expended as they become payable.

9. Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

10. Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

3. Directors emoluments

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Management remuneration	<u>Nil</u>	<u>Nil</u>

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

4. Fixed assets

	<u>Equipment</u>	<u>Computer equipment</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Cost			
At 1 April 2022	10,302	10,155	20,457
Added	3,771	0	3,771
Disposed		0	0
At 31 March 2023	<u>14,073</u>	<u>10,155</u>	<u>24,228</u>
Depreciation			
At 1 April 2022	4,465	8,219	12,684
Disposed	0	0	0
Charge for the year	1,213	914	2,127
At 31 March 2023	<u>5,678</u>	<u>9,133</u>	<u>14,811</u>
Net book value			
At 31 March 2023	<u>8,395</u>	<u>1,022</u>	<u>9,417</u>
At 31 March 2022	<u>5,837</u>	<u>1,936</u>	<u>7,773</u>

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
5. Debtors		
Debtors	3,585	20,789
Prepayments	240	240
	<u>3,825</u>	<u>21,029</u>

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
6. Creditors - Amounts falling due within one year		
Other taxes and social security	2,627	2,008
Other creditors	14,751	16,278
	<u>17,378</u>	<u>18,286</u>

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REMINISCENCE LEARNING

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

7. Restricted funds

	<u>At 1 April</u>	<u>Movement in resources</u>			<u>At 31 March</u>
	<u>2022</u>	<u>Incoming</u>	<u>Outgoings</u>	<u>Transfer</u>	<u>2023</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Archie	9,750	42,092	38,992		12,850
Wellington Community - Projects	0	13,036	13,036		0
Community Learning Programme	1,024	13,539	11,730		2,833
Butterfly Project	775	0	3,108	2,333	0
Respite Activity Sessions	0	67,349	64,556		2,793
Together in Sport	420	7,384	7,654		150
Sherlock Trust	1,500	0	1,500		0
	<u>13,469</u>	<u>143,400</u>	<u>140,576</u>	<u>2,333</u>	<u>18,626</u>

Archie is an intergenerational dementia project.

Wellington Community Projects is a programme of activities, including Forest School Plus which continues to work with people who attend the Forest School during the school holidays, and is aimed at promoting awareness of dementia.

Community Learning Programme provides Forest School sessions.

The Butterfly Project is a project using various hubs across the county of Somerset to create hundreds of hand-crafted butterflies as part of the 9413 total required to represent the number of people in the county with dementia.

Respite Activity Sessions provides respite activities in Wellington with the overall aim of supporting carers and those they care for.

Together in Sport is project for people living with memory loss/dementia and their carers with a variety of physical activities.

Sherlock Trust has funded an educational project

REMINISCENCE LEARNINGNOTES TO THE FINANCIAL STATEMENTSYEAR ENDED 31 MARCH 2023**8. Designated funds**

The income funds include the following designated funds which have been set aside out of unrestricted funds by the directors for specific purposes.

	<u>At 1 April</u> <u>2022</u>	<u>New</u> <u>designations</u>	<u>Released /</u> <u>Utilised</u>	<u>At 31 March</u> <u>2023</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Training	426	614	(440)	600
Illness	8,400			8,400
	<u>8,826</u>	<u>614</u>	<u>(440)</u>	<u>9,000</u>

Training: The directors have agreed to provide funds for staff training.

Illness: Funds have been allocated to cover periods of staff illness that result in additional costs being incurred.

9. Analysis of net assets between funds

	<u>Unrestricted</u> <u>funds</u>	<u>Restricted</u> <u>funds</u>	<u>Total</u> <u>funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Fund balances at 31 March 2023			
are represented by -			
Fixed assets	8,195	1,222	9,417
Current assets	25,309	21,890	47,199
Current liabilities	(12,892)	(4,486)	(17,378)
	<u>20,612</u>	<u>18,626</u>	<u>39,238</u>

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

10. Expenditure

	<u>Charitable</u> <u>activities</u>	<u>Governance</u> <u>costs</u>	<u>2023</u> <u>Total</u>	<u>2022</u> <u>Total</u>
	£	£	£	£
Unrestricted funds				
Costs directly allocated to activities				
Courses and projects	16,353		16,353	12,653
Salaries	100,973		100,973	82,338
Support costs allocated to activities				
Chief executive	18,102	2,011	20,113	19,507
Administration	19,803	1,024	20,827	16,505
Rent	10,038		10,038	10,130
Service charge	1,336		1,336	1,723
Heat & light	3,820		3,820	2,495
Travel	5,154		5,154	1,592
Fund raising	11,758		11,758	6
Marketing	3,272		3,272	2,174
Insurance	2,111		2,111	2,561
Licences	275		275	256
Telephone	2,275		2,275	2,015
Postage, printing and stationery	2,127		2,127	2,124
Repairs	2,620		2,620	3,168
Training	633		633	600
Professional fees	216		216	1,596
Consultancy fees	1,600		1,600	1,279
Bank charges and interest	470		470	441
Refreshments	370		370	135
Cleaning	721		721	420
Subscriptions	697		697	608
Miscellaneous	1,082		1,082	459
Depreciation	2,127		2,127	1,945
	<u>207,933</u>	<u>3,035</u>	<u>210,968</u>	<u>166,730</u>

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

11. Trustees remuneration and expenses

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Trustees remuneration	Nil	Nil
Trustees expenses	Nil	Nil

12. Employees

The average number of full time employees for the year was 6 (2020: 5). No employees earned £60000 per annum or more.

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Gross wages and salaries	135,401	112,107
National insurance	4,086	4,123
Employers pension contributions	2,426	2,120
	<u>141,913</u>	<u>118,350</u>

13. Related party transaction

No contracts or transactions were entered into by the company with any of the directors or any member of staff which requires disclosure in the accounts.

