



Institute of Licensing

Incorporating the National Association of Licensing and Enforcement Officers

The Institute of Licensing is a charitable company limited by guarantee,
constituted as a not for profit organisation.

Company Reg. No. 4884548

Charity Reg. No. 1117942

Annual Trustee Report 2024/25

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2025
for
The Institute of Licensing
(Limited by Guarantee)

Richard Smedley Limited
Chartered Accountants & Registered Auditors
Richmond House
Lawnswood Business Park
Redvers Close
Leeds
West Yorkshire
LS16 6QY

The Institute of Licensing
(Limited by Guarantee)

Contents of the Financial Statements
for the Year Ended 31 March 2025

	Page
Report of the Trustees	1 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12 to 13
Cash Flow Statement	14
Notes to the Cash Flow Statement	15
Notes to the Financial Statements	16 to 21
Detailed Statement of Financial Activities	22

The Institute of Licensing
(Limited by Guarantee)

Report of the Trustees
for the Year Ended 31 March 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04884548 (England and Wales)

Registered Charity number

1117942

Registered office

Ridgeway
Upper Milton
Wells
Somerset
BA5 3AH

Trustees

S P Fitzgerald (resigned 5.5.2025)
P J Andrews
D I Lucas
J S Collins
S Clover
G S Grant
J Cunningham
T Shield
T McGlone
M Phillips (resigned 12.2.2025)
D Davies (resigned 1.4.2024)
S J McGowan
G Hughes
L J Cannon
S A Broome
L Driscoll
M V Bignell
K Nicholls OBE (appointed 1.4.2024)
G M Potter (appointed 12.2.2025)
J T Miley (appointed 5.3.2025)

Company Secretary

S Nelson

Independent Examiner

Richard Smedley
Richard Smedley Limited
Chartered Accountants & Registered Auditors
Richmond House
Lawnswood Business Park
Redvers Close
Leeds
West Yorkshire
LS16 6QY

The Institute of Licensing
(Limited by Guarantee)

Report of the Trustees
for the Year Ended 31 March 2025

OBJECTIVES AND ACTIVITIES

The Institute of Licensing (IoL) is the professional body for licensing practitioners across the UK, with memberships derived from regulators (local authorities and police), industry (all licensed industry) and private practice (legal, consultancy and training). The IoL's areas of interest concern public regulatory licensing and associated matters.

Public regulatory licensing covers many areas including alcohol and entertainment, gambling, taxi and private hire, animal activities (dog and cat boarding, dog breeding, horse riding, keeping or training animals for exhibition, primate keeping and zoos), caravan sites, scrap metal, special treatments (beauty and aesthetics), charity collections and more.

The charitable objectives of the IoL are for the benefit of the public and are concerned with education in licensing and regulatory fields, and the application / development of licensing laws to promote the prevention of crime, disorder and nuisance together with the promotion of health and safety, protection of vulnerable people / children and promotion of wider objectives.

In shaping our objectives and planning activities, the Trustees have had regard to the Charity Commission's guidance on public benefits and fee charging. IoL regional meetings are normally provided free of charge to IoL members, and all other event and course fees are set with a view to making training accessible to members and competitive for non-members. In comparison with many commercially run training events, the IoL training fees are significantly more affordable due to the training fees set.

The IoL is committed to licensing as a profession, and the various licensing regimes and related infrastructure. Partnership working and professional communications are key in all areas, particularly in relation to the effective and proactive management of the evening, night and daytime economies. The IoL aims to positively influence conversations and promote partnerships directly and indirectly related to licensing, as well as engaging with appropriate government departments to influence legislative drafting and reviewing to achieve licensing frameworks which work well and deliver positive outcomes while minimising the burdens on regulators and regulated businesses and individuals.

ACHIEVEMENTS AND PERFORMANCE

Training and events

2024/25 activity overview

IoL event activity comprises:

- Training courses – normally with one or two trainers, focusing on a specific topic. Duration of courses ranges from a few hours (1/2 a day) to full or multiple day courses.
- Conferences – can be multi-topic or focused on a single area of licensing law and practice. Involves multiple speakers covering different elements / subjects.
- Webinars – online (normally free of charge) sessions on a specific topic – these are maximum access events, mostly restricted to IoL members and held occasionally throughout the year.
- Regional meetings – typically held 3 times per year, either online or face-to-face within the host region. Accessible free of charge for IoL members but paying non-members are also welcome.

The Institute of Licensing
(Limited by Guarantee)

Report of the Trustees
for the Year Ended 31 March 2025

Overall training and event activity during 2024/25 shows a strong performance compared with previous years as illustrated in the table and chart below.

Type	2024/25	2023/24	2022/23	2021/22	2020/21
National (conferences and courses)	72	68	62	57	56
BTEC Cohorts	3	3	3	10	
Cancelled events	4	4	24	11	44
Free Webinars	0	1	0	14	8
Bespoke	5	13	16	8	11
Regional	38	32	30	31	23
Total Event Activity	123	121	111	120	98

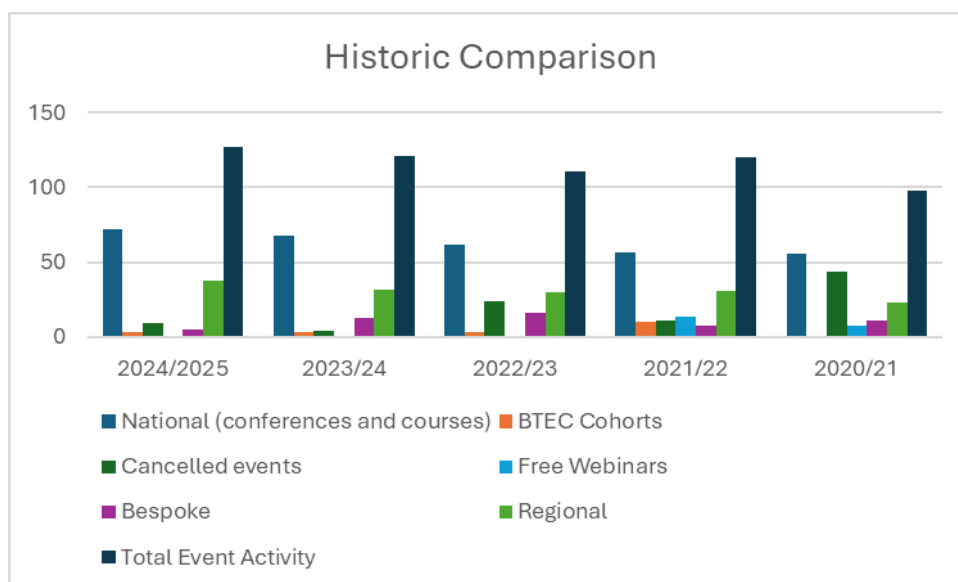


Figure 1: Events Historic Comparison (financial years 1st April - 31st March)

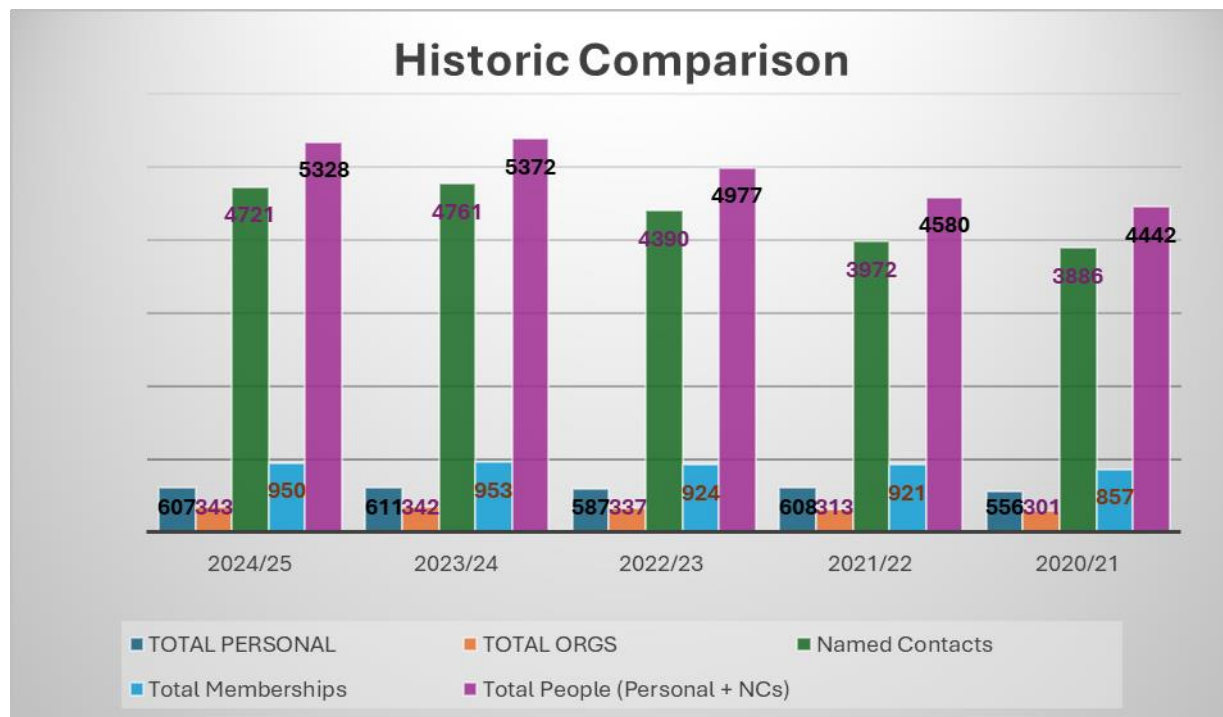
Conferences in 2024/25 included three Taxi Licensing Conferences, one online in October 2024, followed by a Scottish Taxi Licensing Conference online in February 2025 and a face-to-face conference in York in March 2025. A Large Events Conference took place in Coventry at the Coventry Building Society Arena in March 2025.

In June 2024, the Summer Training Conference took place in London, hosted by the London Region and with key speakers drawn from local practitioners and local best practice schemes, and in November the IoL's signature National Training Conference returned to Stratford upon Avon for the 10th year.

All IoL training and events are evaluated through delegate surveys and team debriefing, with a view to delivering continuous improvements to the training and events offer, content and training outcomes. Although at the present time CPD is not mandated for IoL members, the IoL accredits most courses for CPD, in recognition that CPD is important to both individuals and employers and will likely be a mandatory element for some levels of membership in the future.

Membership

The table below illustrates the membership performance over the last 5 years.



Engagement

The IoL continues to support key stakeholder groups, recognising their value in enabling and promoting dialogue in all areas. Groups include the National Licensing Forum (NLF), the Local Alcohol Partnerships Group (LAPG) and the National Taxi and Private Hire Working Group (NTPHLWG).

These groups bring together stakeholders from industry, national and local government, police and other relevant bodies to discuss current and emerging issues together with practical solutions where possible. Overall, these groups play a vital role in communication, fostering mutual understanding and supporting partnership approaches.

Government engagement

In addition to the engagement through the stakeholder groups referred to above, the IoL engages with all relevant government departments and other stakeholders on arising issues and current discussions on key licensing and related issues. Further engagement with DHSC, the SIA and the Home Office are being developed due to incoming changes through the Terrorism (Protection of Premises) Act 2025, the Tobacco and Vapes Bill and the government's plans for local government reorganisation and devolution which will have a significant impact on local government across England over the next few years.

Future plans

Training, Professional Standards and Qualifications

A key part of the Strategic Plan will focus on the development of professional standards and qualifications will be a critical part of that. It remains the case that there is a lot of scope for qualification development within licensing, and while there is no mandate from the government on professional standards, this is likely to come under scrutiny in the future. In the meantime, there are several areas which are on the table for potential future development of events, courses and qualifications, including:

- Monthly short online meetings, hosted by each of the regions in turn.
- Bitesize licensing courses (introductory). Some are already in place, but there is scope for more short courses / masterclasses linked to full courses where appropriate.
- Development of Scottish and Northern Ireland training courses aimed at practitioners generally and councillors / licensing board members.
- Potential qualification development to meet requirements of incoming licensing legislation relating to primate licensing and other developments.
- Review of the training previously provided by NALEO (Highfields courses), linked to the development of Level 3 and above qualifications in all areas of licensing.
- Practical training in relation to licensing inspections and compliance work.
- Specialist Licensing Apprenticeship – this has been put on hold for the time being due to the view from the Institute of Apprenticeships that the focus should be the existing Regulatory Officers' Apprenticeship.
- Higher level licensing qualification (all areas) accredited by an Awarding Body (level 4 and higher)

Police Licensing Training – In addition to the Level 4 course for Police Alcohol Licensing Officers (provided through Police CPI), the IoL has developed an introductory course aimed at neighbourhood police officers tasked with policing towns and cities who have no formal licensing training. This project aims to empower police officers with a basic understanding of the licensing regime under the Licensing Act 2003. This will enable police officers entering licensed premises to have the confidence to know what to look for, and what information to provide to their licensing colleagues.

The IoL's Police Licensing course will be piloted and launched in 2025/26.

The IoL has long been fully committed to the development of a suite of nationally recognised licensing qualifications and professional standards, developed and delivered by the IoL as the professional body for licensing.

The Level 3 Animal Inspectors Certificate remains a blueprint for future qualification development where qualifications are accredited by an Awarding Body (such as Pearsons), but where the qualification remains within IoL ownership and control.

Chartered Status

The IoL has undertaken preparatory work with a view to applying for Chartered Status. The Trustees see this as an important development for the IoL which will assist in raising the profile of licensing professionals. The attainment of Chartered Status will be a key focus for the Chief Executive and for the forthcoming Strategic Plan.

The Institute of Licensing
(Limited by Guarantee)

Report of the Trustees
for the Year Ended 31 March 2025

The Regions

Since inception, the IoL has cultivated its regional network, initially across England and Wales, and then expanding into Northern Ireland and then Scotland.



The IoL regions continue to be a major benefit to the IoL and its members, providing regular meeting and networking opportunities including updates on current issues and other licensing topics. Regional meetings are regular, accessible, and mostly provided at no or very low cost (cost recovery).

Throughout 2024/25, the regions have continued to provide regular meetings. Many continue to make use of online video conferencing as online meetings are accessible to all without need for travel etc. That said, most regions have reverted to face-to-face meetings for at least some of their meetings with some regions opting to return exclusively to in-person meetings.

Regional Volunteers

In all, across the 12 regions the IoL is supported by over 75 volunteer regional officers working to support the regions in addition to their normal work role. Their commitment and dedication enable the regional meetings which are so valuable to IoL members across the country, providing a critical membership benefit and maintaining the sustainability of the organisation.

A 'Regional Officer Training Day' held annually in June provides an opportunity to ensure that regional officers understand the structure, aims and objectives of the charity and the role of the regions. It is a well-attended event, allowing regional officers to discuss experiences and regional activities and to share ideas and information about how each of the regions operate, what has worked well and ideas for future development. In June 2024, the ROTD took place in London the day before the Summer Training Conference. An excellent and very interactive day with some key feedback as a result.

STRUCTURE, GOVERNANCE AND MANAGEMENT

In April 2024, Kate Nicholls OBE was elected as the IoL's National Chair, replacing Daniel Davies who served as National Chair for 9 years.

Following Kate's election, in January 2025, the IoL appointed Paul Adams as Chief Executive Officer, tasked with taking the organisation forward following the growth review commenced in July 2023. Paul will ensure that the organisation is efficient, effective and properly resourced to enable continued growth and development of the organisation and achievement of its objectives.

As a result of the growth review work commissioned by the (then) Board of Trustees, the governance structure was reviewed in March 2024. Trustees agreed to the formation of a small Executive Board, tasked with taking business decisions, monitoring performance and finances and working closely with the Chief Executive.

The Institute of Licensing
(Limited by Guarantee)

Report of the Trustees
for the Year Ended 31 March 2025

Alongside the Executive Board, all Trustees will remain an integral part of the governance structure as members of the Advisory Council (previously the Board of Directors). The Advisory Council will be responsible for the policy development and direction of the organisation and is responsible for preparing this annual report to accompany the financial statements in accordance with applicable law and regulations.

Twelve of the Trustees are locally elected regional Directors. These Trustees are known to members as a result of their work and practice within licensing, and are elected to represent the regional members nationally, in addition to assuming the responsibility as Trustees and Directors of the IoL, charged with ensuring the good governance of the organisation.

On appointment and annually thereafter, each trustee is required to sign a 'statement of directors' where they undertake to take all reasonable steps to meet their obligations to the Board and to the company. In particular, the following undertakings are included in the statement:

- uphold the values and objectives of the Institute of Licensing
- contribute to and share responsibility for the Board's decisions
- attend meetings, training sessions and other relevant events
- declare relevant interests; and
- be aware of and comply with obligations under the general law

The Advisory Council nominates and elects one of its members to chair the organisation, together with 2 vice chairs. The three positions are each elected for a 3-year term with one post reviewed each year on a rolling basis.

Resources

Work continues on the CRM (Customer Relationship Management software) and website project. The website is now fully implemented, while ongoing work is required for the CRM to meet the needs of the organisation and its customers. The objective is to ensure that the CRM provides more functionality for users, and more efficiency for the team.

Risk Management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud or error. The Trustees meet regularly throughout the year in order to scrutinise management reports, monitor activities and progress and plan ahead.

A policy review is ongoing which will include a comprehensive risk register, the purpose of which is to underpin policies and procedures and to ensure that all risks are considered and appropriate mitigation measures taken / in place.

The Institute of Licensing
(Limited by Guarantee)

Report of the Trustees
for the Year Ended 31 March 2025

FINANCIAL REVIEW

Overview of the financial position

Key points to note include:

- Membership subscriptions of £172,650 (compared with 2023/24: 170,403 2022/23: £168,650, and 2021/22: £161,404).
- The donation from the Institute of Licensing Events Ltd was £376,539, a strong performance which compares well against previous years (2023/24: £268,291, 2022/23: 292,352 and 2021/22: £187,573).
- Income for the charity totaled £556,349 (compared with 2023/24: £446,096, 2022/23: 463,724 and 2021/22: £350,189).
- Expenditure for the charity totaled £477,742 (compared with 2023/24: £429,356 2022/23: 357,573 and 2021/22: £268,164 in 2021/22).

	2024/25	2023/24	2022/23	2021/22	2020/21
Total incoming resources	556,349	446,096	463,724	350,189	390,230
Total resources expended	477,742	429,356	357,573	268,164	248,879
Surplus / (Deficit)	78,607	16,740	106,151	82,025	141,351

Financial Commitments

The financial commitments of the charity in 2024/25 were primarily human resources as the costs associated with the development and delivery of training and publications, systems and website were covered by the Institute of Licensing Events Ltd.

Contracting a Chief Executive in January 2025 represents a significant step forward giving the organisation a clear lead with a view to progressing development and strategic direction.

Investments

The IoL's investment portfolio was established in July 2014 and is managed on the Institute's behalf by St James's Place.

In 2021/22, the Board of Trustees took the decision to increase investment with a further £250,000 added to the fund in August 2021 bringing the total investment fund input to £445,000.

The fund took a downturn at the end of 2019/20 as a result of the initial impact of COVID-19 but has made a steady recovery since with an overall 26.08% return on investment at the end of March 2025 with the encashment value reaching £553,176 (compared with 2023/24: 19.41% return with a fund value of 531,364).

Quarterly performance reports are provided by St James' Place allowing the Executive Board to monitor performance of the investment, and a more detailed analysis is provided to the delegated committee annually by St James' Place. The Institute's investment policy sets out monitoring arrangements.

The intention of the investment is to generate a higher rate of earnings from existing reserves, but Trustees remain cautious in the level of risk taken. The income derived from the investment will supplement existing reserves and will ultimately be used to develop the organisation with a view to achieving the longer-term goals as set out in the IoL's Strategic Plan.

The Institute of Licensing
(Limited by Guarantee)

Report of the Trustees
for the Year Ended 31 March 2025

Reserves

The charity's reserves at the end of 2024/25 were £ 1,108,709.

The IoL 's Reserves Policy is subject to regular review in line with budget setting. The policy sets out the contingency position and likely costs of winding up the company.

The reserves policy does not set out a growth reserves position but acknowledges that the growth aspirations of the organisation will require investment and that the position will be reviewed annually.

Subsidiaries

The Institute has a subsidiary trading company (the Institute of Licensing Events Ltd) which is VAT registered, and most national events are run by this company on behalf of the charity. Course fees are set with a view to ensuring that the event is cost effective while remaining affordable, particularly in the current financial climate.

The charity's direct income is obtained through the payment of membership subscriptions with a percentage of the funds being paid back to the relevant regions in order to fund their activities. The working balance, despite membership income increasing year on year is insufficient to cover the operational costs of the charity. The subsidiary Events Company donates its net profits to the charity annually and this additional income is crucial to allow the charity to sustain itself and to enable growth and development for the benefit of the members. The Institute of Licensing Ltd is a director of the Events Company.

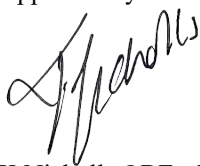
The activities of the Events Company are targeted toward ensuring that the events and training are necessary and desirable to promote the charity's objectives generate a level of profit to enable investment in the promotion of the objectives and the longer-term sustainability of the organisation.

Going Concern

The Board of Trustees has reviewed the financial position of the Institute of Licensing Limited and its subsidiary the Institute of Licensing Events Ltd, including the financial projections for 2024/25 and is satisfied that there are sufficient funds at the date of signature of the financial statements to manage any foreseeable downturn in the UK and global economy.

The Board considers there is a reasonable expectation that IoL has adequate resources to continue in operational existence for the foreseeable future and the Board therefore continues to adopt the 'going concern' basis in preparing the financial statements.

Approved by order of the board of trustees on 3 October 2025 and signed on its behalf by:



K Nicholls OBE - Trustee

**Independent Examiner's Report to the Trustees of
The Institute of Licensing
(Limited by Guarantee)**

Independent examiner's report to the trustees of The Institute of Licensing (Limited by Guarantee) ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can 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:

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.

Richard Smedley

Richard Smedley
The Institute of Chartered Accountants in England and Wales

Richard Smedley Limited
Chartered Accountants & Registered Auditors
Richmond House
Lawnswood Business Park
Redvers Close
Leeds
West Yorkshire
LS16 6QY

3 October 2025

The Institute of Licensing
(Limited by Guarantee)

Statement of Financial Activities
for the Year Ended 31 March 2025

		31.3.25 Unrestricted fund £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	376,539	268,291
Charitable activities	4		
Membership activities		174,639	173,143
Investment income	3	5,171	4,662
Total		<u>556,349</u>	<u>446,096</u>
EXPENDITURE ON			
Charitable activities	5		
Membership activities		<u>477,742</u>	<u>429,356</u>
Net gains on investments		<u>29,686</u>	<u>57,895</u>
NET INCOME		108,293	74,635
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>1,000,416</u>	<u>925,781</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>1,108,709</u></u>	<u><u>1,000,416</u></u>

The notes form part of these financial statements

The Institute of Licensing
(Limited by Guarantee)

Balance Sheet
31 March 2025

	Notes	31.3.25 Unrestricted fund £	31.3.24 Total funds £
FIXED ASSETS			
Investments	9	1	1
CURRENT ASSETS			
Debtors	10	849	3,731
Investments	11	553,176	531,364
Cash at bank		<u>561,286</u>	<u>472,110</u>
		1,115,311	1,007,205
CREDITORS			
Amounts falling due within one year	12	<u>(6,603)</u>	<u>(6,790)</u>
NET CURRENT ASSETS		<u>1,108,708</u>	<u>1,000,415</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,108,709</u>	<u>1,000,416</u>
NET ASSETS		<u>1,108,709</u>	<u>1,000,416</u>
FUNDS	13		
Unrestricted funds		<u>1,108,709</u>	<u>1,000,416</u>
TOTAL FUNDS		<u>1,108,709</u>	<u>1,000,416</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

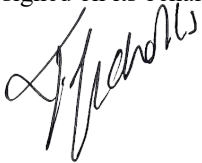
- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The Institute of Licensing
(Limited by Guarantee)


Balance Sheet - continued
31 March 2025

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

The financial statements were approved by the Board of Trustees and authorised for issue on 3 October 2025 and were signed on its behalf by:



K Nicholls OBE - Trustee



P J Andrews - Trustee

The Institute of Licensing
(Limited by Guarantee)

Cash Flow Statement
for the Year Ended 31 March 2025

	Notes	31.3.25 £	31.3.24 £
Cash flows from operating activities			
Cash generated from operations	1	<u>76,131</u>	<u>14,791</u>
Net cash provided by operating activities		<u>76,131</u>	<u>14,791</u>
Cash flows from investing activities			
Interest received		5,171	4,662
Investment withdrawal		<u>7,874</u>	<u>-</u>
Net cash provided by investing activities		<u>13,045</u>	<u>4,662</u>
		<hr/>	<hr/>
Change in cash and cash equivalents in the reporting period		89,176	19,453
Cash and cash equivalents at the beginning of the reporting period		<u>472,110</u>	<u>452,657</u>
Cash and cash equivalents at the end of the reporting period		<u><u>561,286</u></u>	<u><u>472,110</u></u>

The notes form part of these financial statements

The Institute of Licensing
(Limited by Guarantee)

Notes to the Cash Flow Statement
for the Year Ended 31 March 2025

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.25	31.3.24
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	108,293	74,635
Adjustments for:		
Gain on investments	(29,686)	(57,895)
Interest received	(5,171)	(4,662)
Decrease in debtors	2,882	3,908
Decrease in creditors	(187)	(1,195)
Net cash provided by operations	<u>76,131</u>	<u>14,791</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.24	Cash flow	At 31.3.25
	£	£	£
Net cash			
Cash at bank	<u>472,110</u>	<u>89,176</u>	<u>561,286</u>
	<u>472,110</u>	<u>89,176</u>	<u>561,286</u>
Liquid resources			
Deposits included in cash	-	-	-
Current asset investments	<u>531,364</u>	<u>21,812</u>	<u>553,176</u>
	<u>531,364</u>	<u>21,812</u>	<u>553,176</u>
Total	<u>1,003,474</u>	<u>110,988</u>	<u>1,114,462</u>

Notes to the Financial Statements
for the Year Ended 31 March 2025

1. 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

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

Expenditure

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 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 has 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 charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

There have been no restricted funds to date.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Government grants

Government grants are accounted for under the performance model.

2. DONATIONS AND LEGACIES

	31.3.25	31.3.24
	£	£
Donations	<u>376,539</u>	<u>268,291</u>

The Institute of Licensing
(Limited by Guarantee)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

3. INVESTMENT INCOME

	31.3.25	31.3.24
	£	£
Deposit account interest	<u>5,171</u>	<u>4,662</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	31.3.25	31.3.24
	£	£
Activity		
Membership activities		
Regional events	1,989	2,740
Membership activities		
Members' subscriptions	<u>172,650</u>	<u>170,403</u>
	<u>174,639</u>	<u>173,143</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Membership activities	<u>467,782</u>	<u>9,960</u>	<u>477,742</u>

6. SUPPORT COSTS

	Governance costs £
Membership activities	
	<u>9,960</u>

Support costs, included in the above, are as follows:

	31.3.25	31.3.24
	Membership activities	Total activities
	£	£
Trustees' remuneration etc	3,489	2,899
Accountancy	3,594	3,594
Legal fees	1,210	-
Payroll	<u>1,667</u>	<u>1,657</u>
	<u>9,960</u>	<u>8,150</u>

The Institute of Licensing
(Limited by Guarantee)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

	31.3.25	31.3.24
	£	£
Trustees' expenses	<u>3,489</u>	<u>2,899</u>

8. STAFF COSTS

	31.3.25	31.3.24
	£	£
Wages and salaries	326,058	315,506
Other pension costs	<u>7,952</u>	<u>7,964</u>
	<u>334,010</u>	<u>323,470</u>

The average monthly number of employees during the year was as follows:

	31.3.25	31.3.24
	10	10

No employees received emoluments in excess of £60,000.

9. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
At 1 April 2024 and 31 March 2025	<u>1</u>
NET BOOK VALUE	
At 31 March 2025	<u><u>1</u></u>
At 31 March 2024	<u><u>1</u></u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

Institute of Licensing Events Ltd

Registered office: Ridgeway, Upper Milton, Wells, Somerset, BA5 3AH

Nature of business: Training company

	%		
	holding		
Class of share:	100		
£1 Ordinary Shares		31.3.25	31.3.24
		£	£
Aggregate capital and reserves		303,629	375,165
Profit for the year		<u>305,003</u>	<u>376,539</u>

The Institute of Licensing
(Limited by Guarantee)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Trade debtors	701	3,513
Prepayments	148	218
	<u>849</u>	<u>3,731</u>

11. CURRENT ASSET INVESTMENTS

	31.3.25	31.3.24
	£	£
Listed investments	<u>553,176</u>	<u>531,364</u>

Cost of listed investments at 31 March 2025 - £437,126.

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Trade creditors	1,748	655
Other creditors	763	537
Accrued expenses	4,092	5,598
	<u>6,603</u>	<u>6,790</u>

13. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	1,000,416	108,293	1,108,709
	<u>1,000,416</u>	<u>108,293</u>	<u>1,108,709</u>
TOTAL FUNDS	<u>1,000,416</u>	<u>108,293</u>	<u>1,108,709</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	556,349	(477,742)	29,686	108,293
	<u>556,349</u>	<u>(477,742)</u>	<u>29,686</u>	<u>108,293</u>
TOTAL FUNDS	<u>556,349</u>	<u>(477,742)</u>	<u>29,686</u>	<u>108,293</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	925,781	74,635	1,000,416
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>925,781</u>	<u>74,635</u>	<u>1,000,416</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	446,096	(429,356)	57,895	74,635
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>446,096</u>	<u>(429,356)</u>	<u>57,895</u>	<u>74,635</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	925,781	182,928	1,108,709
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>925,781</u>	<u>182,928</u>	<u>1,108,709</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,002,445	(907,098)	87,581	182,928
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>1,002,445</u>	<u>(907,098)</u>	<u>87,581</u>	<u>182,928</u>

The Institute of Licensing
(Limited by Guarantee)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

15. MEMBERS' LIABILITY

The company is limited by guarantee and in the event of the winding up of the company, the liability of each member is limited to a contribution of £1.

16. REGIONAL ACCOUNTS

	At 1.4.24 £	Incoming resources £	Resources expended £	Transfer (to)/from central funds £	At 31.3.25 £
East Midlands	8,067	292	(12,850)	4,491	-
Eastern	7,986	-	(6,129)	(1,857)	-
Home Counties	7,583	250	(4,873)	(2,960)	-
London	11,738	-	(7,325)	(4,413)	-
North East	8,061	250	(5,311)	(3,000)	-
North West	10,030	-	(9,873)	(157)	-
Northern Ireland	3,883	-	-	-	3,883
South East	8,018	-	(193)	(7,825)	-
South West	7,816	250	(7,540)	(526)	-
Wales	9,078	-	(7,288)	(1,790)	-
West Midlands	8,897	125	(6,261)	(2,761)	-
Scotland	3,396	822	(1,132)	(3,086)	-
	<u>94,553</u>	<u>1,989</u>	<u>(68,775)</u>	<u>(23,884)</u>	<u>3,883</u>

The Institute of Licensing
(Limited by Guarantee)

Detailed Statement of Financial Activities
for the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	376,539	268,291
Investment income		
Deposit account interest	5,171	4,662
Charitable activities		
Regional events	1,989	2,740
Members' subscriptions	<u>172,650</u>	<u>170,403</u>
	<u>174,639</u>	<u>173,143</u>
Total incoming resources	556,349	446,096
EXPENDITURE		
Charitable activities		
Salaries & national insurance	326,058	315,506
Pensions	7,952	7,964
Insurance	662	1,174
Telephone	5,486	5,530
Postage and stationery	14	28
Sundries	2,089	1,513
Meeting expenses	3,103	3,627
Subscriptions	8,340	4,680
Consultancy	35,085	11,441
Staff training	1,608	-
Regional events	68,775	65,944
Publication contract	8,590	3,245
Bad debts	<u>20</u>	<u>554</u>
	467,782	421,206
Support costs		
Governance costs		
Trustees' expenses	3,489	2,899
Accountancy	3,594	3,594
Legal fees	1,210	-
Payroll	<u>1,667</u>	<u>1,657</u>
	<u>9,960</u>	<u>8,150</u>
Total resources expended	477,742	429,356
Net income	<u>78,607</u>	<u>16,740</u>

This page does not form part of the statutory financial statements

