

**Cotesbach Educational Trust Limited**  
**(Company Limited By Guarantee)**

Company Number 6002772  
Registered Charity 1126840

Annual Report and  
Financial Statements  
for the Year ending  
31 August 2025

## **Administrative Information**

### **Cotesbach Educational Trust Limited (Company Limited By Guarantee)**

Charity Number 1126840

Company Number 6002772

Correspondence Address  
Cotesbach Hall  
Main Street  
Nr. Lutterworth  
Leics  
LE17 4HX

Bankers  
National Westminster Bank plc  
Rugby Branch  
9 North Street  
Rugby Branch  
Warwickshire  
CV21 2AH

Independent Examiner  
Ivan J Parry FCA  
Abbey House  
105 Abbey Street  
Nuneaton  
Warwickshire  
CV11 5BX

Solicitors  
Tom Lawrence  
Brethertons Solicitors  
The Robbins Building  
25 Albert Street  
Rugby  
CV21 2SD

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**Directors' and Trustees Report for the year ended 31 August 2025**

The directors present their report for the year ending 31st August 2025.

**1. Constitution and Objects**

The Cotesbach Educational Trust was incorporated on the 20th November 2006, is Limited by Guarantee and is governed by its Memorandum and Articles of Association. The company is registered as a charity with the Charities Commission under reference number 1126840.

It is based in South Leicestershire and hosts and provides learning experiences for all. It makes a unique offer to communities, schools, businesses and visitors with its restored buildings and archive containing documents dating back over 600 years.

The capital program was completed by March 2013. The buildings are leased for 50 years from 2013 from the Cotesbach Hall Estate for an initial period of peppercorn rent.

Its Memorandum and Articles of Association describe its two objectives as:

To promote for the benefit of the public the preservation, protection and improvement of an eighteenth-century schoolhouse and two adjacent buildings in the grounds of the Cotesbach Estate by creating an educational resource center, and to advance the education of the public, and young people in particular, in the subjects of heritage, the environment and the arts and the many areas that they link.

Ongoing work includes:

- Delivery of our business plan in order to build our financial sustainability as an organisation, including continuing to build our room bookings.
- Development and delivery of a program of activities including regular community events and in partnership with other local artists, educators and others.
- Providing volunteer opportunities to work in the archive and development of wider engagement, both academic and otherwise with the extensive archive.
- Fostering links with other local heritage forums to create and play a wider part in the local network.
- Developing the accessibility and reach of the archive through migration to software compatible with online platforms including Archives hub.

**2. Directors**

The following have held office during the year:

- Lettice Bennett (Chair)
- Amber Merrick-Potter (Vice Chair)
- Emily Nichols (Treasurer)
- Ann Smith
- Emmeline de Falbe (resigned 18 December 2025)
- Annemarie Mooney (resigned 14 January 2025)
- Alison Louise Brand-Barker

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- Charlotte Mitchell (appointed 31 March 2026)

The directors of the company, as listed above, are also the Trustees of the charity.

### **3. Finances**

The charity exists thanks to Heritage Lottery Grants:

£672,700 awarded in 2012 which, together with other fundraising streams, paid for restoration and start-up costs running up to June 2016. A further £58,700 (from the HLF Transition Funding Program) awarded in November 2015 which enabled the Trust to support its core costs through until April 2017 and also enabled it to undertake a thoroughgoing review of its vision, governance, business plan and operational model so that it could face the future with confidence.

2024-2025 shows an increase in cash resources of £73,700. This most notably accounts for a Heritage Fund award to boost resilience. The award totals £203,810, of which £101,905 has been received during this period.

We aim to use funding to build our resilience as an organisation and deliver a strengthened and financially resilient business model.

The year has had a focus on the start of grant delivery including recruitment and training of staff. Over this period a steady program of courses, events and talks has been delivered and we have seen room bookings remain steady with many repeat bookings.

### **4. Staffing**

**Trustees** - The CET trustee board has remained largely stable from last year, with the resignation of two trustees who had completed their terms and the recruitment of one. The Trustees have a wealth of relevant skills and experience, particularly in the fields of marketing, fundraising and program development. Trustee recruitment is ongoing, and we aim to sustain a trustee board of 5-8 trustees (currently at 5).

**Employed staff** - The organisation employed a Centre Coordinator as the sole member of staff. As part of our Heritage Fund project, we have split this into two roles, Events and Program Coordinator and Business Coordinator, each doing 16 hours per week. Our existing member of staff moved to the Business Coordinator post briefly before going on maternity leave. We therefore recruited to both roles in March 2025 and have invested trustee time in their training.

**Volunteers** - The archive continues to have a core group of regular volunteers, continuing the cataloguing of the archive. Where additional support is needed with one-off activities and program delivery this has been covered through volunteer support.

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**5. Activities**

Our core business model focuses on room bookings and a program of events and courses. Previous years have shown that this model has the potential to meet core running costs and therefore work is being undertaken to bolster this as a sustainable business model.

We continue to work in partnership with the Cotesbach Family Trust in order to broaden our offering, creating opportunities for groups to venture from the CET site to benefit from the wider surroundings.

**6. Conclusion**

The CET continues to show its resilience as an organisation, in business development, successful funding bids, retention of staff and development of program and activities. The Board is confident of our ability to make good progress in the next financial year.

**By order of the board**

Lettice Bennett

Director and Chair of Trustees

14th May 2026

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**Independent Examiner's Report To The Trustees Of**  
**Cotesbach Educational Trust Limited**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 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**

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:

1. accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
2. the accounts do not accord with such records; or
3. the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 Charities SORP (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.

**Ivan J Parry FCA**  
**Chartered Accountant**

Abbey House  
105 Abbey Street  
Nuneaton  
Warwickshire  
CV11 5BX

Dated .....

**Cotesbach Educational Trust Limited**  
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**Statement Of Financial Activities**

**for the year ended 31 August 2025**

|                                                | Notes | 2025<br>Unrestricted<br>£ | 2025<br>Restricted<br>£ | 2025<br>Total<br>£ | 2024<br>Total<br>£ |
|------------------------------------------------|-------|---------------------------|-------------------------|--------------------|--------------------|
| <b>Incoming resources from generated funds</b> |       |                           |                         |                    |                    |
| <i>Voluntary income:</i>                       |       |                           |                         |                    |                    |
| Donations and grants                           |       | 123,536                   | -                       | 123,536            | 24,831             |
| <b>Activities for generating funds:</b>        |       |                           |                         |                    |                    |
| Hires, courses, workshops                      |       | 14,312                    | -                       | 14,312             | 19,586             |
| Other income                                   |       |                           | -                       | -                  | 327                |
|                                                |       | 137,848                   | -                       | 137,848            | 44,744             |
| <b>Resources Expended</b>                      |       |                           |                         |                    |                    |
| <u>Costs of Generating Funds</u>               |       |                           |                         |                    |                    |
| Charitable activity costs                      |       | 6,307                     | -                       | 6,307              | 8,257              |
| Grant spend                                    |       | 9,844                     | -                       | 9,844              | 2,568              |
| Administrative costs                           |       | 12,639                    | -                       | 12,639             | 7,704              |
| Employee costs                                 |       | 17,401                    | -                       | 17,401             | 7,554              |
| Premises costs                                 |       | 12                        | -                       | 12                 | 12                 |
| Depreciation of fixed assets                   |       | 3,479                     | -                       | 3,479              | 345                |
| Independent Examination fees                   |       | 580                       | -                       | 580                | 570                |
|                                                |       | 50,262                    | -                       | 50,262             | 27,010             |
| Total Resources Expended                       |       | 50,262                    | -                       | 50,262             | 27,010             |
| Net outgoing resources before transfers        |       | 87,586                    | -                       | 87,586             | 17,734             |
| Transfers                                      |       | -                         | -                       | -                  | -                  |
| Net movement in funds for the period           |       | 87,586                    | -                       | 87,586             | 17,734             |
| As at 1 September 2024                         |       | 36,173                    | -                       | 36,173             | 18,439             |
| As at 31 August 2025                           |       | 123,759                   | -                       | 123,759            | 36,173             |

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**Balance Sheet**

**as at 31 August 2025**

|                                                     | <u>Notes</u> | <u>2025</u><br>£ | <u>2024</u><br>£ |
|-----------------------------------------------------|--------------|------------------|------------------|
| <u>Fixed Assets</u>                                 |              |                  |                  |
| Tangible fixed assets                               | 6            | 21,418           | 7,500            |
| <u>Current Assets</u>                               |              |                  |                  |
| Grants receivable                                   |              | -                | -                |
| Prepayments and accrued income                      |              | -                | -                |
| Gift aid claim receivable                           |              | -                | -                |
| Cash at bank and in hand                            |              | 103,575          | 29,875           |
|                                                     |              | <u>103,575</u>   | <u>29,875</u>    |
| <u>Creditors: Amounts falling due within 1 year</u> |              |                  |                  |
| Accruals                                            |              | 1,234            | 1,202            |
| Net Current Assets                                  |              | <u>102,341</u>   | <u>28,673</u>    |
| Net Assets                                          |              | <u>123,759</u>   | <u>36,173</u>    |
| <u>The Funds of the Charity:</u>                    |              |                  |                  |
| Unrestricted Funds:                                 |              |                  |                  |
| Funds                                               | 8            | <u>123,759</u>   | <u>36,173</u>    |

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts, and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and its profit and loss for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Approved by the Trustees and signed on their behalf by:

\_\_\_\_\_  
 Lettice Bennett  
 Dated .....

\_\_\_\_\_  
 Emily Nichols  
 Dated .....

# **Cotesbach Educational Trust Limited**

## **(Company Limited By Guarantee)**

### **Notes to the Financial Statements**

**for the Year Ended 31 August 2025**

#### **1. Accounting Policies**

The accounts have been prepared in accordance with Accounting and Reporting by Charities:

Statement of Recommended Practice applicable to Charities preparing accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### **a. Accounting Policy for Income and Expenditure**

The financial statements have been prepared on an accruals basis whereby income and expenditure are recognised when receivable and payable. Expenditure is directly attributed to specific types of resources expended under which they are classified.

#### **b. Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity;

Designated funds are unrestricted funds earmarked by the trustees for particular purposes;

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **c) Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

Donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

- i) When donors specify that donations and grants given to the charity must be used in future accounting periods the income is deferred until those periods
- ii) When donors impose conditions which must be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

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## **Notes to the Financial Statements**

**for the Year Ended 31 August 2025**

### **c) Incoming resources (continued)**

iii) Incoming resources from charitable trading activity are accounted for when earned.

### **2. Trustees Expenses**

No remuneration, benefits or expenses to any Trustee were made during the period.

There have not been any related party transactions in the reporting period that require disclosure.

### **3. Average number of Employees**

During the year the average number of employees on a full time equivalent basis is:

|                             | <u>2025</u> | <u>2024</u> |
|-----------------------------|-------------|-------------|
| Administrative staff number | 2           | 1           |

The costs for the year £17,401 (2024 £7,554) includes social security costs of £nil (2024 £nil). No employees received any benefits for the year.

### **4. Taxation**

The company is registered as a charity with the Charities Commission and is exempt for taxation purposes.

### **5. Limited by Guarantee**

The company is limited by guarantee without share capital. In the event of the company being wound-up, each member is liable to contribute to the payments of debts and liabilities of the company, such amounts that might be required but not exceeding £1.

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**Notes to the Financial Statements**

**for the Year Ended 31 August 2025**

**6. Tangible fixed assets**

|                     | <b>Fixtures<br/>and<br/>fittings<br/>£</b> | <b>Computer<br/>equipment<br/>£</b> | <b>Archive<br/>Papers<br/>£</b> | <b>Total<br/>£</b> |
|---------------------|--------------------------------------------|-------------------------------------|---------------------------------|--------------------|
| <b>Cost</b>         |                                            |                                     |                                 |                    |
| B/fwd               | 4,213                                      | 6,872                               | 7,500                           | 18,585             |
| Additions           | 16,225                                     | 1,172                               | -                               | 17,397             |
| C/fwd               | <u>20,438</u>                              | <u>8,044</u>                        | <u>7,500</u>                    | <u>35,982</u>      |
| <b>Depreciation</b> |                                            |                                     |                                 |                    |
| B/fwd               | 4,213                                      | 6,872                               | -                               | 11,085             |
| Charge for the year | 3,245                                      | 234                                 | -                               | 3,479              |
| C/fwd               | <u>7,458</u>                               | <u>7,106</u>                        | <u>-</u>                        | <u>14,564</u>      |
| Net book value      | <u>12,980</u>                              | <u>938</u>                          | <u>7,500</u>                    | <u>21,418</u>      |
| Net book value      | <u>-</u>                                   | <u>-</u>                            | <u>7,500</u>                    | <u>7,500</u>       |

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £400 are not capitalised. Depreciation is calculated to write off the cost of each asset over its expected useful life, which in all cases is 5 years.

Archive papers are not depreciated as their value is considered to exceed cost.

**7. Controlling Party**

During the year the company was under the control of the board of directors.

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**Notes to the Financial Statements**

**for the Year Ended 31 August 2025**

**8. Unrestricted Funds**

|              | Funds<br>Balance<br>b/ fwd |           | Income    |           | Expenditure |           | Funds<br>Balance<br>c/ fwd |           |
|--------------|----------------------------|-----------|-----------|-----------|-------------|-----------|----------------------------|-----------|
|              | 31-Aug-25                  | 31-Aug-24 | 31-Aug-25 | 31-Aug-24 | 31-Aug-25   | 31-Aug-24 | 31-Aug-25                  | 31-Aug-24 |
|              | £                          | £         | £         | £         | £           | £         | £                          | £         |
| IT Fund      | -                          | -         | -         | -         | -           | -         | -                          | -         |
| General Fund | 36,173                     | 18,439    | 137,848   | 44,744    | 50,262      | 27,010    | 123,759                    | 36,173    |
|              | 36,173                     | 18,439    | 137,848   | 44,744    | 50,262      | 27,010    | 123,759                    | 36,173    |

**9. Related Party Transactions**

There have been no other related party transactions during the year